

CONFERENCE OF PUBLICATIONS OFFICERS

Minutes of the Meetings Held at American
Embassy, Paris, April 16-18, 1958

State Dept. declassification & release instructions on file

Attending:

CIA - [REDACTED] OCR, Chairman 25X1A9a
- [REDACTED], OCR
STATE - Mr. Leo M. Goodman, ICD
- Mr. Wayne R. Campbell, ICD/FP
PARIS - Mr. Manuel Sanchez, PO, Paris
- Mr. Henry G. Rogers, Geographic Attache, Paris
BERLIN - Mrs. Eugenie Zawadzki, PO, Berlin
LONDON - Miss Mary E. Lyddane, PO, London
MOSCOW - Mr. Harry G. Barnes, Jr., PO, Moscow
CAIRO - Mr. Anthony E. Lewis, PO, Cairo

Call to the Conference

A conference of Publications Officers was scheduled to meet in Paris April 16, 17 and 18, 1958, by Department of State Instruction No. CA-7646, March 6, 1958 (CONFIDENTIAL). Local arrangements were made by Mr. Manuel Sanchez, and included a very satisfactory room borrowed from the Paris GAO unit.

Keynote

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25X1A9a The first session began at 0930, 16 April, with an informal address by [REDACTED] Chairman of the Advisory Committee on Foreign Language Publications* and Deputy Assistant Director, OCR, CIA. A recent letter from the Director of Central Intelligence to the Secretary of State stated that the publications procurement program is one of the best coordinated programs in the intelligence community [REDACTED]

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[REDACTED] It was explained that the DCI has delegated to the Committee on Procurement of Foreign Publications the responsibility of advising and assisting CIA in the coordination of programs for the procurement of foreign publications. [REDACTED] expressed the hope that collection of publications for intelligence uses would become more effective and better coordinated. He pointed out that the persons assigned to PO positions should be highly qualified for that service, particularly in their language competence for the region where they serve and in their motivation and dedication to collection of publications. 25X1A9a

* The ACFLP has subsequently been dissolved, and the derivative responsibility for procurement has been assigned to the newly created IAC Committee on Procurement of Foreign Publications, of which [REDACTED] is Chairman.

Agendum 1: Description of current Washington developments in the coordinated utilization of foreign publications.

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[redacted] described the "central reference concept" as it has been developing in the Washington intelligence community. All the intelligence analysts of the Department have been cleared for direct reference calls upon OCR reference services and briefed in the capabilities and procedures of the Intellofax system and the Registers which compile industrial, biographical and graphic collections. STATSPEC

STATSPEC The Foreign Documents Division, CIA, screens the publications received through ICD/FP including about 5,000 serials regularly exploited and produces reports abstracting or quoting foreign publications as a service of common concern for the intelligence community. This long-standing responsibility has been supported, since autumn of 1956, by a capacity to produce translations in extenso [redacted]

[redacted] The Office of Technical Services, Department of Commerce, is expected to serve the public as a marketing service for scientific translations produced by the government, [redacted]

STATSPEC Machine translation is coming into use. A computer has proved its capability to translate Russian scientific text into English.

Agendum 2: Increase of voluntary procurement for Working Fund, with express license to select items published in Asiatic, African or other European countries.

25X1A9a All PO's present were urged to select free-world items dealing with Africa and the Near and Far East and not be concerned about duplication, for WF. This applies to WF only. It does not apply to selections for State/Library (LR), National Security Agency (SP), Library of Congress (LC), Army Map Service (AMS) or any other fund, for which duplication is to be avoided unless specifically requested. It was explained that [redacted] delegation had emphasized to PO's the economy of buying on their own initiative without sending inquiries to Washington. An exchange of correspondence is not justified as a means of deciding whether a book priced at three or four dollars may be useful.

Divergent discussion, led by Deputy Chief, ICD

Mr. Goodman requested consent to suspend the agenda and outlined some news from ICD.

NIS schedules of research programs are being produced currently in the Department and distributed to the field. Mr. Goodman intends to send the NIS schedules to all PO's as a guide for voluntary procurement in support of the NIS program. Mr. Goodman inquired if the collection of materials on African subjects in the London market was well covered. Miss Lyddane indicated that more could be done in this field and agreed to embark upon a fuller exploitation of this market, particularly with respect to the output of historical and research societies on Africa.

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A review of the categories of Russian material known to exist, but not available, was requested. In outline, and without trying to exhaust the subject, these were reported:

- Kandidat and student dissertations.
- Unpriced items, published by ministries and special organizations.
- Publications originating in the provinces, even those of universities and filial Akademii.
- Patents, or rather, certificates of invention, in full.
- Military subject matter, denied even to the attaches in large measures.

Mr. Goodman suggested that an annual or other regular periodic report by each PO covering his activities and methods of operation would be useful for end users, for requirements preparation and for orientation of his successor. An instruction outlining points to be covered will be prepared in Washington.

The trip of PO Cairo to the western Arab countries was discussed, and the opportunity was taken to inquire of the French Foreign Office whether he might discreetly shop in Algeria. The answer was negative. A Sudan NIS is being set up; schedules will be supplied in Cairo. PO Cairo has regional responsibility for Kuwait and Yemen, and Mr. Goodman suggested a trip there. It was agreed also that action will be taken in Washington to add Iraq to PO Cairo's listed territory and to notify all pertinent posts of his areas of responsibility. An appeal for notice to the Bureaus when a serial ceases publication was relayed. This may imply omniscience, as a struggling periodical often fails to define its last gasp, but the plea was noted. An appeal for every possible increase in collecting Algerian and "France Outre-Mer" materials for the Bureau was delivered. Mr. Goodman requested that PO's plan their travel for the entire fiscal year in advance, to include it within their post budget, and to notify ICD thereof in order that ICD may take it up with the Bureaus. PO's felt that UNCLASSIFIED could quite properly be the classification of most of the OM's currently marked OFFICIAL USE ONLY. Inconvenience from this overclassification was expressed by most of the PO's.

Agendum 3: Measures to simplify fiscal activities.

25X1A9a It is estimated provisionally that the administrative cost to WF of procuring a book averaged \$6 and that the processing of a written purchase order by WF costs about \$14. [REDACTED] said he would make some recommendations to simplify fiscal procedures in the posts. PO's agreed that too much paper work is sometimes called for when a local employee or finance officer wants to protect himself beyond all possible doubt. The PO's were told that WF will make a determined effort to get out of the "Salary and Expense" pattern of fiscal supervision and to request that a procedure available to Hong Kong and Moscow also be made available to any Post for WF procurement.

The Conference recessed at 1725 to reconvene April 17 at 0930 and continue discussion of Agendum 3.

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Parenthetically, the ideal of a single fund for Washington requirements was discussed again, as at every conversation with a PO. Another attempt will be made by WF to establish it, on the theory that nearly all Washington requirements have as their basic justification NIS production responsibilities. A study of costs is under consideration, to include such items as salary, travel, pouch and shipping, wage-time spent in working up purchase orders, reporting liquidations, making lists (which may violate security to the extent that they reveal requirements to foreign dealers), net wage-time devoted to selecting publications, etc.

Agendum 4: Explanation and promotion of collecting responsibilities covering certain classified subject requirements.

The Historical Intelligence Collection (HIC) requirement, it was explained, now includes book reviews and discussions, feature articles in popular magazines and intensive pursuit of trials, laws, court reports, pamphlets, and publicity about HIC subjects. Another sensitive requirement is that for Comfront publications. Attention was called to books like those by Djilas and Nagy, which have particular significance in propaganda warfare.

Agendum 5: Explanation and promotion of collection responsibilities for graphic materials.

Reference was made to IV FSM 942 and Mr. Godfrey briefed the PO's to promote the continuous collection of photographs. Expenditure of \$50 to \$100 per month of WF funds for pictures is desired. Cameras and film can be made available to foreign service personnel through the person in each post appointed by the principal officer to coordinate the graphic program. The exposed film may be sent to ICD/CLB to be developed and printed and the film with one print of each frame will be returned. Information reports about industrial or commercial movies are requested also, to the extent that intelligence interests can be served. PO's are not expected to buy or rent movies on their own initiative.

Agendum 6: Review and policy discussion of informal exchange of publications.

It was agreed that some exchanges-- those which are not profitable or do not serve the interests of the Embassy-- are ripe for termination. There, are, however, important sources of intelligence data for which reimbursement in kind is effective and money would not serve. ICD/FP was reminded that many unprofitable exchanges have not been the PO's idea. ICD/FP correspondence supporting the pruning of unprofitable exchanges was promised.

Agendum 7: Examination of the degree of integration of PO activities with those of reporting desks, post libraries and attached officers and staff.

Question and answer passed orally around the table regarding several possible measures for integration with other Embassy activities. Are freshly announced or interesting publications called to the attention of appropriate staff officers-- and do the staff officers assist the PO by informing him of new publications in their fields? Are the achievements of the PO, for his post and for headquarters,

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noted in a form that gains him credit? Is the PO the normal means of bringing publications to the research-report desks and does he provide for Washington as selections a fairly complete duplication of the foreign publications acquired for the Embassy library? Is the PO's relationship with the budget-fiscal apparatus harmonious? Does the PO have any briefing conferences with the Ambassador? Does the PO participate in Embassy staff meetings? Does he feel properly backed up by his superiors? Do other officers of similar rank enjoy status or privileges from which the PO is shut out?

PO Cairo needs, and has not been granted a line in the Diplomatic List, and his representational responsibilities suffer from this cause. The PO, London has as an added duty the reporting of biographic information. PO Berlin, not at an Embassy, is not involved in some of the matters queried, but she takes part in the Chief's staff meeting and enjoys satisfactory status in the Mission. PO Moscow expressed no complaints in the matters queried. PO Paris described activities which amount to a very high degree of integration. He effects all publication procurement for the Embassy and for a number of other American missions located in France. All NIS and INR materials are under his control and he serves the several desks by alerting appropriate officers to new or timely matters in these publications. He places a very high value on the contact effects of this responsibility and suggested that all PO's might profit from possessing the same responsibility. Other PO's present were not unanimous on this point.

It was pointed out that publications procured by PO must often be used-- in one single copy-- at the Embassy before transmittal to Washington. PO's were advised, however, that WF funds should be used to provide a publication-- preferably a duplicate-- essential for use by an Embassy officer or urgently needed in Embassy library, if other funds intended for that use are temporarily not available. Doing without an important publication, either at the Post or at ICD/FP, was considered false economy.

It was agreed that it would be desirable for newly appointed Ambassadors to be briefed in Washington regarding the publications procurement program. It was also agreed that it would be desirable to include the PO program among the lecture subjects in the Foreign Service Institute. It was agreed that a job title which would reflect the PO's responsibilities for initiative, decision and representation would be a distinct advantage-- "Publications Selection Officer" was mentioned.

The PO's unanimously requested that State Instructions be used, where justified, to communicate commendations: These instructions, generally read in staff meetings, are a more formal record than OM's or OI's which are not even centrally filed.

CA-8891, which transmitted an evaluation survey of the important uses made of Sovbloc publications, was discussed with satisfaction. Mr. Goodman assured the conference that similar evaluation surveys dealing with NEA and FE areas are planned. These instructions have had a wholesome effect in the Embassies.

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PO Cairo needs, and has not been granted a line in the Diplomatic List, and his representational responsibilities suffer from this cause. PO, London is not granted much recognition in the program of procuring publications for Embassy use or Embassy Library. PO Berlin, not being at an Embassy, is not involved in some of the matters queried, but she takes part in the Chief's staff meeting and enjoys satisfactory status in the Mission. PO Moscow expressed no complaints in the matters queried. PO Paris described activities which amount to a very high degree of integration. He effects all publication procurement for the Embassy and for a number of other American missions located in France. All NIS and INR materials are under his control and he serves the several desks by alerting appropriate officers to new or timely matters in these publications. He places a very high value on the contact effects of this responsibility and suggested that all PO's might profit from possessing the same responsibility. Other PO's present were not unanimous on this point.

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*Re-written by State, correction
sent to members on
9 Sept 58*

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Agendum 8: Exchange of experience in the use of capable commercial and private native assistance.

It was agreed that competent dealers should be encouraged to save the PO time and effort to the fullest extent possible. Except for Paris, the PO's reported little willingness of dealers to provide extra services. Although LR and other participating agencies often utilize commercial channels directly, direct orders from Washington to foreign dealers are not used by WF because of security limitations, currency exchange problems, customs complications, and the tendency of such ordering to invade the PO's selection responsibility.

The Conference recessed at 1720 to reconvene April 18 at 100 and begin discussion of Agendum 9.

Agendum 9: Travel into provincial areas.

All five PO's had travel plans which were described but need not be detailed as conference minutes.

Agendum 10: Exchange of experience under PO regional responsibilities.

As a result of increased WF pressure for selection and of the designation of part-time PO's in the smaller European Embassies, the regional responsibilities of professional PO's are altered. It is clear that primary responsibility for selection covering each country must rest with the local post. Continued contact between professional PO's and the ad-hoc PO's in their areas is planned. Mr. Goodman stated that he would arrange for the distribution to all PO's of a monthly PO list and provide for the transmission to the regional PO's of information copies of instructions sent to ad hoc PO's in their region.

Miscellaneous Matters.

All PO's noted that SP collecting requirements are entirely different from the items SP orders. A rewrite of requirements was suggested. PO's requested that the language of the Order OM be supplemented so as to distinguish whether duplication is intended. One of the following statements would usually be appropriate: "If not already supplied for WF, select as follows:" or, "Copies as indicated are required regardless of duplication."

Several individual procurement problems were discussed aside from conference proceedings. In some of these matters it appeared that ICD/FP had acted on an erroneous assumption of the facts. PO's were asked not to act submissively in such cases, but to inform ICD/FP of the true facts.

The Conference adjourned at 1320, 18 April, with expressions of appreciation for the values received-- and expected.

Minutes by


Wayne R. Campbell